

**President: Dr Brian Armstrong**

**Minutes of the Regional Directors Meeting held on Sunday 30<sup>th</sup> July 2023  
At Holiday Inn, Taunton. Commencing at 10.30.**

**Present:**

C Robinson	CR	Chair
P Robbins	PR	Vice Chair
D Corbett	DC	Cornwall
R Downing	RD	Devon
M Coles	MC	Somerset
D Lee	DL	Wiltshire
G Pearce	GP	Finance Officer
J Hilleard	JH	Regional Development Coordinator (non voting)

**Apologies:**

A Smart	AS	Dorset
B Armstrong	BA	Gloucester

**2023 / BM**

**18 Welcome**

18.1 The Chair welcomed everyone to the meeting.

**19 Declarations of interest**

19.1 No declarations of interest raised.

**20 Minutes of the Regional Directors meeting of 12<sup>th</sup> April 2023**

20.1 Acceptance proposed by RD and seconded by MC . Agreed unanimously as a true record.

**21 Matters arising from above minutes**

21.1 None raised

**22 Committee Minutes**

**22.1 Operations Committee**

- 22.1.1 May 2023 – noted
- 22.1.2 June 2023 – noted
- 22.1.3 July 2023 – noted

**22.2 Artistic Swimming Committee 05.06.2023**

22.2.1 Noted

### **22.3 Water Polo Meeting 26.06.2023**

22.3.1 Noted

### **22.4 Para Swimming meeting 19.06.2023**

22.4.1 Noted

22.4.2 14.3 Development gala with classification has now been provisionally confirmed as being held at Eastleigh pool on 15<sup>th</sup> October 2023 with classifications

22.4.3 Following the resignation of Graham as Chair of the Committee through ill health the Board will arrange for a gift to go to him in recognition of his hard work in establishing this committee.

### **22.5 Swimming Committee 14.06.2023**

22.5.1 Noted

### **22.6 Masters Committee 05.07.2023**

22.6.1 Noted

### **22.7 Coaches committee 07.07.2023**

22.7.1 Noted

22.7.2 It was reported back to a Board Rep that a Gloucester coach had complained about Wiltshire County using Hengrove pool for a County competition. It was felt that this comment was not promoting the Regional directive of cross county border working within the Region. Especially as there are only three 50m pools for 6 Counties.

### **22.8 Open Water Competition**

22.8.1 A report was presented to the Board by BA. Please see Appendix A

## **23 Finance Report**

23.1 See Appendix B

## **24 Safeguarding**

24.1 There will be a meeting this afternoon to continue with the Regional Safeguarding Plan which will be attended by Kevin Suckling and Helen Weeks from Swim England

24.2 A new matrix of training is going to the CLG on 2 Aug for ratification which includes recommended training for Board members as follows:

- SE Safeguarding CPD
- SE Foundations of Inclusivity CPD
- Club Welfare Officers Workshop
- SE Safeguarding Basic Awareness CPD
- Introduction to Disability Awareness

The recommendations for Regional staff will be made mandatory. These are:

- SE Safeguarding CPD
- SE Foundations of Inclusivity CPD
- Club Welfare Officers Workshop
- CPSU Time to Listen
- Introduction to Disability Awareness

## **25 Governance**

### **25.1 Governance update**

25.1.1 A meeting will be called in the next 2-3 weeks to discuss the proposed Regional Governance code as it arrived too late to be included in this meeting and will require a stand alone meeting to discuss.

### **25.2 Confirmation of Officials Uniform**

25.2.1 This was agreed by email that the officials uniform for all disciplines will be white polo with black trousers or skirts. Shoes and belts can be black or white. Water polo have also confirmed that this has been accepted nationally.

### **25.3 Welfare / County / Strategy launch weekend**

25.3.1 This will be the weekend of 6<sup>th</sup> / 7<sup>th</sup> January 2024. Board members will be required to attend on both days.

The Saturday will be for The Board and Welfare officers to attend safeguarding information sessions and launch our Regional Safeguarding Plan.

Sunday will be a County session in the morning followed by various presentations in the afternoon.

### **25.4 Regional Strategy Planning session**

25.4.1 Long detailed discussions took place on the way forward on this. Key priorities for inclusion decided. Time line established. Request for Board members to get back to JH with proposals for the Mission and Vision statement/s by Friday 11 August.

This will result in a follow up meeting shortly after this date to discuss further and then produce the first draft by 1<sup>st</sup> September.

### **25.5 Complaint**

25.5.1 The Chair made the Board aware that a complaint had been received from a club who were suspended in May for no compliance with Club Affiliation. This was sent to Swim England who forwarded to the Chair for her to respond which she has done.

**The date of the next full meeting 11<sup>th</sup> October. This will be via Zoom**

**A Doodle poll will be circulated to get the best date for the Governance meeting and the strategy follow up**

**Meeting closed at 12.45**

## **Preliminary Report of 2023 Open Water Championship Held at Lake 86 on 29/6/23**

This is the second year we have run the combined SW and East/West Mids champs at the lake and once again it was very successful.

### **Entries**

We had more entries this year, although it was noticeable that West Mids entries were sparse.

<b>Year</b>	<b>Total Entry Numbers</b>	<b>SW Entries</b>
<b>2017 (Weymouth)</b>		194
<b>2018 (Weymouth)</b>		165
<b>2022 (Lake 86)</b>	117	63 (53%)
<b>2023 (Lake 86)</b>	251	157 (62%)

From the numbers I have available, it appears we are roughly back to the numbers we had a pre-pandemic championships.

The SW filled its quota of NAG entries for Rother Valley at the end of July.

### **Medical**

There were 11 issues on the day, non-serious and all dealt with on site.

### **Costs**

Final costs have yet to be worked out, but it looks like we will be close to breaking even this year.

### **Operational Issues**

- Toilets – fewer available than last year and with many more entrants we need to discuss this with the operator.
- Parking – the parking was not marshalled on site and, due to the doubling of entries, there was some minor instances of inconsiderate parking. Proper marshalling to be considered for next year.
- SW helpers – none available. BA has asked Chris V if she could contact the counties to see if they have an open water rep so that the committee can be reformed.

### **Championships 2024**

Have had preliminary discussions with lake operator about next year and a couple of provisional weekends have been pencilled in – all depends on when NAGs are scheduled for 2024 and liaison with other regions to ensure key officials are not overstretched.

## Appendix B

### Finance Report

#### **Account Balances**

The total cash held on account as at 30th June (mid year) was £391,314.09. This is a reduction of £21,155.50 from the total of £412,469.59 held at the end of the first quarter of 2023.

A further analysis will be undertaken to determine if this is comparable to previous years since incorporation or is indicative of a general reduction in finances. There were some outstanding payments that have been received in July that may address the position at the end of June. This includes a commission payment on merchandising from the Summer Championships. It was also acknowledged that there is a refund due from Millfield for £4,520 which was noted in the AGM report.

#### **Budget 2024**

Preparatory work has not started on the budget for 2024 but all payments are up to date and all transactions have been coded and provided to Best Accountancy.

#### **Bursaries and Grants**

There has been an increase in request for bursaries and grants which are being recorded prior to contacting County Representatives in relation to all applications for 2023. It was noted that the contact details for Somerset need to be updated as advised by Mike Coles and that prior to contacting County Representatives, the changes to all funding policies as agreed in April 2023 would be updated on the Swim England South West website as had been raised by Roger Downing.

#### **Membership Affiliation Fees**

The fourth payment of membership fees has been received for 2023.

The total received to date is £86,671.30 which is higher than that received for 2022, but reflects the increased fees for the Club Train and Club Compete categories.

The number of Club Compete members has increased from 7,964 at the end of 2022 to 8,219 but the number of club Train members has decreased from 10,883 to 10,015.